

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
December 10th, 2020

Call to Order

Heather Humienney called the meeting to order at 4:45 p.m. Present were Board Members Dan DiLorenzo (via phone), Betty Zubrzycki, and Ruth Demshick. Board members Tom Gillette and Mike Wolverton were not present. Also in attendance were Dr. Charles Bonner (Chief Executive Officer), Peter Hackney (Dean of Students), Leigh Ann Bonck (Omnivest), Keisha McMillan (Omnivest), and Edmund Fosu-Laryea. (Barbacane, Thorton & Company)

PLEDGE of ALLEGIANCE

APPROVAL of MINUTES

*Motion A: Move that the Board of Trustees approve the minutes from the previous Board of Trustees meetings held on **December 10th, 2019.***

Betty Zubrzycki moved motion A under minutes. The motion was seconded by Ruth Demshick. The motion was approved with a 4-0 voice vote.

CEO REPORT

Dr. Bonner presented the following CEO report:

Barbacane completed our Audit report. The Audit went well. CSL had no Significant deficiencies or Material weaknesses. However, they did discover some concerns in the internal control process. These deficiencies are being addressed at the present time.

All teachers have been alerted through PAETEP to begin their portion of the evaluation process.

We continue to work with Susan Ostrich, our liaison from PDE. Our selected ESSA interventions (Achieve 3000, Check and Connect, Mathia, and the Parent Engagement Project (i.e. the Remind Program) are all moving forward. Susan will be in to work with us to finalize the questions which will be used for the random student surveys. The goal of the survey is to determine the students' reaction to the effectiveness of the selected ESSA interventions. In addition, we will select a random sampling of "at-risk" students we would like to interview. The student interviews have been scheduled for December 18th. Susan will be here Monday December 16th to support the EWR team and the Check and Connect intervention committee and then Wednesday December 11th to help facilitate the data collection needed to complete the monthly report.

We are attempting to get our E-Rate plan from CTI, so that OmniVest can apply for funding through the E-Rate process.

We are still working toward fulfilling our security upgrade. Rich Delp believes the documents should be ready to send out Wednesday (4th) or Thursday (5th). He is planning to send them to

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
December 10th, 2020

Oliver Fire Protection & Security and to CM3. Both should be able to give us bids via a State Contract setup. We can then compare the (2) bids.

Mrs. Rogers has worked with 21st Century to procure a voluntary aid who comes in helps in the classroom 4 days a week for 4 hours a day. The teachers working with her report that she is working out well. Thanks, Mrs. Rogers!!

We have found a strong Special Education candidate that will be starting on December 9th. Her name is Kacey Slack and she comes to us from the BCIU. We are excited to have her!

Ms. Harrison is organizing CSL's Second Annual Alumni Day. It will be held on Tuesday, January 7th. Last year we had a great turn out and things ran very smoothly with our "panel style forum". We will have a diverse group of students (some in careers, college, military, trade school, etc.). Thanks Ms. Harrison!

Mrs. Lambert is in charge of state testing for the 2019-2020 school year. She has CSL successfully meeting each deadline ahead of schedule. We will be conducting Winter Keystones during the Wave 2 time slot which is from January 6th through the 17th. We have received Shipment 1 materials and are scheduled to receive Shipment 2 materials during the week of December 16th thru December 20th. Parent Letters will be going home on December 9th and students will receive their schedules upon their return from winter break on December 2nd. We are also currently submitting our enrollments for the Spring Keystone window in May. As of December 4th, all staff have been given the Test Training PowerPoint and Mrs. Lambert went through the presentation with them. In terms of the Spring PSSA's, all enrollments and accommodations have been entered.

Mrs. Lambert is also running the Center for Student Learning movie night on Friday, December 6th from 3:30 to 5:30 pm in the gym. The movie "Elf", is free to watch and there will be several snacks and drinks for sale that range in price from \$0.25 to \$1.00. The snacks and drinks are cookies, popcorn, hot chocolate, water, OJ, and juice boxes. As of December 4th, there are 21 students signed up to stay. Thanks to Mrs. Lambert and staff for setting this up and acting as chaperones.

Ms. Harrison and Ms. Rinaldo have connected with The Drug & Alcohol program from the Council of Southeastern for our 6th and 7th grade students. They presented on Underage Drinking to our MS on 11/12, 11/13, 11/19 and 11/20. The presentations went very well; our students showing a lot of interest.

The Center for Student Learning participated in WMMR Preston and Steve's annual Campout for Hunger that supports Philabundance. In total we raised 1,310 pounds of food. Student Council went to Redner's Warehouse Markets in early November to help collect cans to support the cause. The homerooms at CSL also competed to see which homeroom could raise the most pounds of food: in third place, Ms. Rylak's homeroom, in second place, Ms. Doster's homeroom, and in first place, with 140 pounds, Mr. Whelan's homeroom. After all the food was collected and loaded into the vans, Student Council members along with Ms. Mohapp and Ms.

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
December 10th, 2020

Niwinski drove the food down on Thursday December 5th to the Campout to donate it to those in need. Great Job Ms. Mohapp and Ms. Niwinski!!

Tom Gillette moved Motions A through F under business. This was seconded by Betty Zubrzycki. The motions were approved with a 5-0 voice vote.

NEW BUSINESS

Edmund Fosu-Laryea from Barabacane, Thorton & Company presented the 2018-2019 audit.

*Motion A: Move that the Board of Trustees approve the removal of the
assignment of \$275,000 in the fund balance towards future
PSERS contributions.*

PERSONNEL

BUSINESS

*Motion A: Move that the Board of Trustees approve the recurring bill pay list as provided by Omnivest in the financial packet provided on **December 4th, 2019**.*

*Motion B: Move that the Board of Trustees approve the following financial statements: account receivable aging summary, Wells Fargo check register, Fulton Bank check register, PLGIT check register, and cash balance report as provided by Omnivest in the financial packet provided on **December 4th, 2019**.*

*Motion C: Move that all the bills on the accounts payable transmittal listing on **November 5th, 2019, November 12th, 2019, November 19th, 2019 and November 26th, 2019** be approved for payment.*

Motion D: Move that the board approve payment to McKenna Snyder LLC for Invoice # 1272 in the amount of \$1,254.

Motion E: Move that the board approve payment to McKenna Snyder LLC for Invoice # 1273 in the amount of \$1,454.62.

Motion F: Move that the board approve payment to McKenna Snyder LLC for Invoice # 1413 in the amount of \$1,686.25

Motion G: Move that the board approve payment to McKenna Snyder LLC for Invoice # 1414 in the amount of \$617.50

Motion H: Move that the board approve payment to McKenna Snyder LLC for Invoice # 1415 in the amount of \$152.27

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
December 10th, 2020

Betty Zubrzycki moved motions A through H under business. This motion was seconded by Ruth Demshick. The motions were approved with a 4-0 voice vote.

PUBLIC COMMENT

There was no public present at this school board meeting.

ADJOURNMENT

Betty Zubrzycki moved to adjourn the meeting. This was seconded by Ruth Demshick. The motion was approved with a 4-0 voice vote.

The meeting was adjourned at 5:55 p.m.